Bidder's Conference Q&A Responses

1. **What is the range of funding per student available through this initiative?**

   With the complexity of providing wrap-around services, it is difficult to precisely identify a cost-per-participant amount. A few things to be considered are the number of barriers that need financial intervention to remove, specific training costs, incentives, etc.

   However, a sample size of existing invoices were taken to estimate a cost per participant by dividing the invoice amounts by the number of participants served for the month. Salaries and overhead costs are also factored into these invoices. This resulted in an average of ~$11,000 per participant.

   *NOTE: This answer is only to be used for estimation purposes only.*

2. **Is there a mechanism for working with AMP for case management and recruitment for programming? We are unclear on how AMP is involved.**

   AMP is the acronym for the case management program, Achieve More & Prosper. The actual name of the case management program at the state level is the Comprehensive Case Management and Employment Program (CCMEP). Franklin County rebranded the program name for the area, however the guidance, rules and regulations are the same as they are at the state level. Recruitment is the responsibility of the AMP provider.

3. **During the in-person meeting for the proposals, it was stated that it is "preferred" that AMP coaches have a caseload of 50 students. Is this 50 including enrolled and follow-up students, or just enrolled? Note: This is in relation to ISY.**

   The preferred caseload cap for both In-School Youth (ISY) and Out-of-School Youth (OSY) is 50 enrolled participants. This does not include participants who have been exited from the program and entered into follow-up services. Follow-up services do not have to be duties assigned to an AMP Coach, it is the responsibility of the AMP provider to ensure that they are offered.

4. **During the bid conference Lawrence answered a question submitted regarding unlocking the budget forms that were posted with the RFP, his answer was that the budget actually gets entered into RIO, however the**

**RFP states on page 33 that the budget forms provided must be used. Please clarify which needs to be completed as part of the proposal submission, the forms or RIO?**

The budget form which is included in the Attachment packet must be included with submitted proposals. Bidders who have been awarded contracts will then go into budget negotiations with Aspyr and FCDJFS, submitting approved budgets into RIO following the negotiation period.

5. **Are there spending caps per participant—either by contract year or participant lifetime? Additionally, are there caps specific to certain service categories (e.g., training, supportive services)?**

   Currently, participants are limited to accessing up to $5,000 annually in Supportive Services, with a $15,000 lifetime cap in training dollars – with any consideration of increases at the discretion of Aspyr/FCDJFS.

   These are two separate accounts per participant.

6. **Will the POR (Program Outcomes Report) for FCDJFS continue to be used, or will there be a consolidated monthly reporting form that satisfies both funders' requirements—particularly as it relates to incentives for OSY providers?**

   The actual form is not confirmed as of now, but this example will be taken into consideration.

7. **Can you confirm the fee structure, if any, for utilizing space at the OMJCFC?**

   There is no fee to utilize space at the OMJCFC Center. The only requirement is confirmation of scheduling prior to the date desired.

8. **Could you provide additional detail on the role of a "Personal Advocate"—including key responsibilities and how they differ from or align with AMP Coaches?**

   The addition of the "Personal Advocate" was to be used as an example of a potential staff member that may be more aligned to community-based resources that could provide more opportunity to be in the community as opposed to having a caseload. However, their work would complement that of the AMP Coaches who may be limited in exposure due to the management of a caseload. It is not a requirement to have someone on staff with the title of "Personal Advocate," however being aligned to community-based resources is.

9. **Who will be responsible for reviewing and approving participant exits, and what will the process entail?**

It is the responsibility of the AMP Provider to manage and execute the exiting process, however, approval of the exit(s) will come at the Aspyr/FCDJFS level. We review the case to ensure that the approval meets programmatic standard, to mitigate the process required to reverse an exiting decision.

10. **If we have requests for proposals out for Direct Contracted Service Costs that are not finalized by the time the RFP must be submitted, so we do not have a definitive subcontractor name to submit for a cost, what "Name of Subcontractor/Subrecipient should we use? Also, what contact information?**

Please identify any costs that are not acknowledged in your proposal – that are not confirmed by the submission date – for consideration.

11. **(Section III Service Model Pg.7) Can you please provide more clarification on the 20-hour a week engagement requirement. Does the requirement begin at the point of enrollment? Once a client gains employment, does the 20-hour a week engagement requirement end?**

Program participants who are Ohio Works First (OWF) recipients are the only participants that are required to complete the mandatory weekly hours standard. The recommendation is that every participant – especially at the OSY level – also engages in activity at the 20-hour standard. This ensures that they are engaged and taking intentional steps towards achieving their goals. The more active, the more likely to stay motivated.

12. **(Section III Service Model Pg.8) Can you be more specific regarding what is meant by "plans to mitigate participants remaining on caseloads beyond the current contractual year"? Does this mostly reference program participants who are in the "follow-up" stage of enrollment where they are receiving periodic check-ins with their AMP coach?**

The goal is to meet participants where they are and ensure that they have the plan generated and conceptualized for their successful attainment of goals. It is widely accepted that consistency leads to better outcomes. The more engagement early on in the program, the more likely the participant will remain consistent in achieving goals.

Across the state, one of the biggest barriers to programs providing more services to more youth, is the inability to enroll additional participants due to current caseload amounts. There should be a plan in place to ensure that participants are actively being "coached" into staying committed to their goals and navigating through plans with consistency.

13. **(Section (5)(m) pg. 23) Is there a designated timeframe before AMP participants can receive supportive services?**

    Supportive services are intended to address barriers identified while participating in either training and/or employment gained through genuine job placement. Supportive services are NOT to be intended as an incentive to participating in the program. This is not an entitlement program, so it should not be perceived that all supportive service requests will be approved. Approvals are made on a case-by-case basis with the support of data entered into ARIES. There should be no consideration of a timeline, as that would imply that supportive services may be encouraged to be offered prior to enrollment in either training or employment.

14. **(Section III(c) pg. 11) The RFP states that providers proposing "more than three" career pathways "may" apply as a generalist. Is the phrasing meant to be read strictly to mean that the minimum number of pathways required to apply as a generalist is 4? Or should the RFP section be read as "three or more"?**

    The emphasis should be on the word "may." Bidders may choose to identify more than three career pathway industries and have no desire to open its options to more, which is an expectation of a "generalist" provider.

15. **(Section III(c) pg. 11) Is it correct to say that organizations can submit proposals for individual pathways in addition to a generalist proposal? As an example, if a provider were to identify 4 career pathways, can we submit 4 individual pathway proposals and an additional generalist proposal?**

    Please see Question #14.

16. **If a provider refers participants to other providers for training, or if a provider receives participants from other OSY Providers, how is the**

**"employment" recorded for each organization when it comes to tracking outcomes? Would both organizations count that as an achieved employment placement, just one of the two, and if just one organization does, which one? Would working with Business Services to secure an OJT and/or employment be counted the same way or differently.**

Employment is captured from the organization that places the participant into the employment opportunity. The Employment incentive does not apply when a participant obtains employment on their own outside of the industry goals identified on their IOP.

17. **How do the hours in school count for the CCMEP activity hour standard? Are we responsible for the reporting of hours per student during the entire year?**

    Yes. For program participants in high school or post-secondary education/training, hours in school are countable towards the CCMEP activity hour standard. Work required participants are managed by the FCDJFS CCMEP team.

18. **Do activities with the case manager and the services provider combined count toward the CCMEP activity hour standard?**

    All activities in the CCMEP Services Matrix that are listed in the program participant's Individual Opportunity Plan (IOP) count toward the CCMEP activity hour standard.

19. **For program participants that are in secondary school full-time, how do the hours spent in secondary school count towards and complete the twenty-hour standard for CCMEP. OAC rule 5101:14-1-05.**

    Program participants who are Ohio Works First (OWF) recipients are the only participants that are required to complete the mandatory weekly hours standard.

20. **Does the service provider have to facilitate and document the Individual Opportunity Plan or is that a function of the case management or both?**

    The AMP/service provider is the facilitator of all case management activity, including the completion and documentation of the IOP.

21. **For returning subrecipients, is it expected for the RFP totals to be consistent with the 2024/2025 AMP contract total, or are annual increases expected? (i.e. the suggested $26/hr AMP Coach wage based on bidder's conference recommendations creating an increase)?**

    The expectation is that existing providers remain consistent to actual spending amounts as opposed to current contractual amounts. Recommended salary increases, as well as any activity that may not be currently offered should be factored in as well.

22. **If choosing the generalist proposal, are you still limited to ten pages?**

    Yes

23. **Can the encouraged "dedicated" Intake Specialist and Quality Assurance professional positions be shared between OSY & ISY?**

    Yes

24. **Regarding the OSY RFP page 11 and industry sectors, if we are proposing multiple sectors as a "generalist" can we submit one proposal?**

    Bidders wishing to apply for more than one industry sector will need to submit separate proposals for each industry sector.

25. **Can you provide an unlocked version of the budget template?**

    Please see Question #4.

26. **What is the total expected budget for OSY? For ISY?**

    We do not have that information at this time.

27. **Page 36 of the OSY RFP says an Internal Questionnaire & Risk Assessment will be evaluated. Are we supposed to submit these forms? Can you provide these?**

    The Internal Questionnaire and Risk Assessment are internal documents for Aspyr and FCDJFS for proposal review purposes.